

**SASIG Steering Committee
Conference Call
June 16, 2005**

Participants:

Loren Evenson, SO-10.1	Rob Ambrose, NTC/CTA
Wayne Morris, NV	Mary Lyerly, NTC/CTA
Kent Oelrich, LLNL	Chet Braswell, Hanford
Kris Inskeep, INL	Bonnie Harris, RL
Joyce Jenks, DOE ID	Janice Leyba, RFETS
Laurel Hautala, NNSA KCSO	Fran Armijo, SNL/NM
Sharon Shafer, OA-10	Kathy Walker, BNL
Kayla Lozano, EM-3.1	Mike Royak, DOE ORP
Melissa Bebej, DOE CH	Tom Hoertkorn, DOE ORP
Valerie Anderson, ORISE	

S&S Awareness Coordinators Training, National Training Center (NTC)

Tina Ard, NNSA Y-12 Site
Patricia Coleman, SRS
Teri DePuy, ORISE
Phyllis Ferguson, ORO
Dionne Hidalgo, SNL/CA
Donald Jowers, SRS
Lisa Kayton, BPA
Kevin Kinter, LANL
Amy Lovick, LLNL
Sheila Major, SRS
Celia Mauro, BNL
Rhonda Morgan, ORISE
Deborah Mulvey, LLNL
Sabrina Ortiz, NNSA AL
Anthony Pagano, NV
Henry Schmitz, SPRO
DeShawn Stevens, SRS

Highlights:

We welcomed members of the Safeguards and Security Awareness Coordinators Training class being held at the NTC the week of June 13. Rob Ambrose is the instructor for this course, assisted by Mary Lyerly. Each year we look forward to including the class members on our call so that they may hear about SASIG activities, and we invite them to participate in subsequent SASIG conference calls. We encourage class members who are not already SASIG members to register with ORISE. Go to <http://www.ornl.gov/sa>, click on What We Offer, and pull up the membership form. Information submitted will

go into the ORISE SASIG database. We will put e-mail addresses of class attendees on our conference call notification list.

Update on S&S Streamlined Directives

Loren Evenson reported on the status of the Safeguards and Security streamlined directives. The directives continue to be reviewed by DOE HQ and no date for issuance has been released. The directive for the S&S Awareness Program will be in the Program Planning and Management Manual.

Laurel Hautala asked when DOE would implement the requirements in Executive Order 12958, as amended, for marking National Security Information. DOE has been implementing them by revisions to relevant Classification Guides, the last of which was recently issued.

New DOE Security Badges

Chet Braswell asked whether any sites are doing anything to implement the new government-wide badges that are required by HSPD-12 (Homeland Security Presidential Directive-12, *Policy for a Common Identification Standard for Federal Employees and Contractors*, 8/27/04). The badges will replace the variety of badges used by Federal agencies. Kris Inskeep said her site is in the process of discussing who would pay for the work involved.

Kayla Lozano reported that she is on a HQ task force to implement HSPD-12, and that sites should not be doing much at this point because the requirements have not been fully established. There will be a phased implementation of the requirements beginning in October 2005 for new hires, with 2008 as the target date for full implementation. DOE will be making announcements as warranted of the implementation status and any actions that need to be taken.

Chet suggested that the S&S Awareness Coordinators be prepared to take advantage of the new badge as an opportunity to promote awareness for the proper display and protection of the badge.

Issue: Security of Badges

Chet said that the Hanford site is addressing the issue of lost and missing badges. Hanford has new computer-based refresher training on the protection of badges and is putting emphasis on lost/missing badges. Names of employees who have reported a lost or missing badge are being posted on the internal S&S Website. According to Chet, these postings have worked to reduce the problem of lost badges at the site.

Special Task Group Report

At our April Steering Committee meeting in Seattle, the SASIG was tasked by the Safeguards and Security Awareness Quality Panel (SSAQP) to develop a generic Refresher Briefing for off-site personnel who may only visit a site infrequently or not at all. Members of the task group are Kent Oelrich, Virginia Reams, Sylvia Lovelett, Cindy Farinholt, and Mary Fallow. Kent Oelrich is the Lead for this activity.

Kent said the group is reviewing briefings submitted by Pantex and Nevada and will also look at Refresher Briefings that Rob Ambrose developed for the NTC/CTA. In addition to DOE Order and Manual requirements, the task group plans to include security information that persons working off-site would need to be aware of, such as cell phone (TSCM) and laptop use (unclassified cyber security) and handling unclassified information that may be proprietary, etc. Kent asked sites to submit briefings that the task group may use in developing a generic Refresher Briefing. Send these electronically to Valerie Anderson at ORISE. Kent has volunteered to put together a “straw man” briefing for the task group to review. When completed, the briefing will be available for downloading on the SASIG Website.

Poster and Video Internet Resources

The S&S Awareness Coordinators Training class wanted to know if someone in DOE has responsibility for security awareness posters. Loren said the poster program is now back with SO-10.1 and notice will be provided when posters are available.

Meanwhile, Wayne Morris offered to provide links to security awareness information/posters/videos available on the Web. See the links below for an interagency poster site; a DoD site for security awareness material, including videos; and a site for identity theft.

<http://members.impulse.net/~sate/posters.html>

<http://iase.disa.mil/eta/index.html>

<http://www.fightidentitytheft.com>

SASIG Website

The SASIG Website has a section called Resources that we are now developing. We would like SASIG members to send in awareness material to share with other sites (such as a comprehensive briefing). Ask, “What do we have that would be of value to others?”

ORISE is in the process of setting up links within the Resources page to post sample briefings, posters/banners, newsletters, etc. We have some material ready to post that Valerie will send to Loren to review.

The SASIG as a Resource for Security Awareness

Valerie asked call participants to share with the training class how the SASIG has helped them with their S&S Awareness Programs. Several mentioned they are using products that other sites have developed; specifically, the Termination Briefing video from Rocky Flats, the video, “Security Ed and the Plight of the Missing Badge,” from Hanford, and the OPSEC videos produced by Wayne Morris and Cindy Farinholt for the Nevada Site. The word is getting out that our group is an excellent resource for security awareness materials, thanks to our members who are willing to share products their sites have developed.

Chet said Hanford will make “Security Ed and the Plight of the Missing Badge” available at cost for approximate \$9.00/ea. Contact Chet at c_e_chet_braswell@rl.gov. Janice Leyba, Rocky Flats, will give us a point of contact for ordering copies of the Termination Briefing video. Another video being used by sites is the Jim Leak series (OPSEC) developed by the Kansas City Plant. Contact Jeanette Lee for information at jlee@kcp.com.

Fran Amigo, Sandia, asked for a video for an Initial Briefing. Kris Inskeep said she would send the INL one to Fran. If anyone else has an Initial Briefing video to share, please contact Fran at fparmij@sandia.gov.

Wayne Morris commented on the monthly SASIG Steering Committee (SC) conference calls. These calls give opportunity to members not on the SC to participate in discussion of issues. Wayne said that some groups he is associated with no longer hold regular calls, which is a mistake because they are important not only for information sharing, but also for networking. Valerie noted that callers from diverse sites contribute to our strength. Each month we have a different mix of participants who bring new ideas and information to share.

Next Conference Call

The SASIG Steering Committee call will be Thursday, July 21, at 1:00 p.m. EDT. The call number is 202-586-9169. Wayne advised that his site will have just completed an OA inspection, and he will provide lessons learned-type information.